



Margaret Donnellan Todd
County Librarian

County of Los Angeles Public Library ■ www.colapublib.org
7400 East Imperial Hwy., Downey, CA 90242 ■ (562) 940-8400



April 15, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

24 April 15, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**APPROVE AMENDMENT NUMBER 1 TO CONTRACT NUMBER 77906
FOR THE PUBLIC LIBRARY'S CUSTODIAL AREA 4
(SUPERVISORIAL DISTRICT 2) (3 VOTES)**

SUBJECT

The Public Library is recommending that the Board of Supervisors (Board) approve and delegate authority to the County Librarian to execute Amendment Number 1 to Contract Number 77906 – Custodial Services Area 4 with Diamond Contract Services, Inc.

IT IS RECOMMENDED THAT THE BOARD:

Approve and delegated authority to the County Librarian, or her designee, to execute Amendment Number 1 to Contract Number 77906 with Diamond Contract Services, Inc., to increase the annual Contract Sum from \$283,666.81 to \$359,625.42, which is comprised of the Contractor's annual fee of \$326,932.20 and an annual estimate for unanticipated work of \$32,693.22. This increase is due to the refurbished Lennox Library and the addition of the Second District Constituency Service Center combined to become the Lennox Library Complex.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Public Library's existing Contract Number 77906 serves the needs of 15 libraries located in the Public Library's Custodial Area 4, see Attachment 1-A of the attached Amendment. On January 8, 2013, your Board executed Contract Number 77906 and delegated authority to the County Librarian to execute amendments to increase or decrease the number or size of facilities or days of service covered by the contract over the contract term, and to adjust the Contractor's annual fee included in the annual Contract Sum due to such increases or decreases, not to exceed 10% of the annual

Contract Sum. The addition of the Lennox Library Complex will increase the contractor's annual fee by \$75,958.61 or 24% over the annual Contract Sum.

Custodial services are essential to the Public Library's operation. Approval of the recommended action will ensure that the Lennox Library Complex will receive custodial services.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with the County's Strategic Plan Goals in the area of Operational Effectiveness (1).

FISCAL IMPACT/FINANCING

The annual Contract Sum of \$359,625.42 will allow the payment of the Contractor's annual fee of \$326,932.20, and the annual estimate for unanticipated work of \$32,693.22; 10% of the Contractor's annual fee.

Funding for the annual Contract Sum is included in the Public Library's Fiscal Year 2013-14 Operating Budget. The cost of custodial services for the Second District Constituency Service Center will be funded by the Second District. Actual usage of this contract for unanticipated work will be based on actual need. If no such need arises, the contract amount and funding for unanticipated work will not be used or expended.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The above referenced contract was established through a competitive solicitation process conducted by the Public Library and awarded by the Board on January 8, 2013.

The attached amendment has been approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not subject to the California Environmental Quality Act (CEQA) because it does not constitute a project according to Section 15378 of CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended action will allow the Public Library to provide custodial services to the Lennox Library Complex.

The Honorable Board of Supervisors

4/15/2014

Page 3

Respectfully submitted,

A handwritten signature in dark ink, reading "Margaret Donnellan Todd". The signature is written in a cursive, flowing style.

MARGARET DONNELLAN TODD

County Librarian

MDT:YDR:AC:EM:

dl

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

**AMENDMENT NUMBER 1 TO CONTRACT NUMBER 77906
FOR CUSTODIAL SERVICES FOR AREA 4**

THIS AMENDMENT NUMBER 1 TO THE CUSTODIAL SERVICES FOR AREA 4 CONTRACT NUMBER 77906 (hereinafter "Contract") is made and entered into this _____ day of _____, 2014 by and between the **COUNTY OF LOS ANGELES**, a body corporate and political and a political subdivision of the State of California, (hereinafter "County"), and **Diamond Contract Services, Inc.**, (hereinafter "Contractor").

RECITALS

WHEREAS, on January 8, 2013, the County and the Contractor entered into Contract Number 77906 to provide Custodial Services for Public Library facilities located in Area 4; and

WHEREAS, the Board of Supervisors (Board) approved this Contract at an annual Contract Sum of \$283,666.81 and the current annual Contract Sum remains at \$283,666.81; and

WHEREAS, the County reserved the right to amend the Contract to reflect any changes by an increase or decrease in the number of library facilities, in facility size or days of service for facilities pursuant to Section 3.0, Addition and/or Deletion of Library Facilities, Specific Tasks and/or Work Hours, of the Statement of Work of the Contract, and on April 15, 2014, the Board has delegated authority to the County Librarian to execute this amendments; and

WHEREAS, the County Librarian authorizes the deletion of the Lennox Library and the addition of the Lennox Library Complex which incorporates the Lennox Library and the Constituent Services Center to this Contract; and

WHEREAS, such changes results in an increase of \$75,958.61 in the annual Contract Sum, comprised of an increase of \$69,053.28 in the annual Contractor's fee and an increase of \$6,905.33 for the unanticipated work; and such increase is within the authority delegated by the Board to the County Librarian.

WHEREAS, on January 21, 2014, the County implemented Time Off for Voting requiring contractors to notify their employees regarding the time off for voting law; and such language was added for all contract documents;

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the parties hereto and each of them does agree that Agreement Number 77906 is amended as follows:

1. The Lennox Library is deleted from the Contract and the Lennox Library Complex is added to the Contract for the remainder of the Contract Term.
2. Section 5.0 Contract Sum, Sub-sections 5.1 and 5.2 are deleted in their entirety and replaced as follows:

5.0 CONTRACT SUM

- 5.1 The maximum contract sum under the terms of this Contract shall be the total monetary amount payable by the County to the Contractor for provision of the Services specified herein in accordance with Exhibit B and B1 - Pricing Schedule, and Exhibit C1 - Contractor's Proposed Schedule, and shall not exceed Three Hundred Fifty-Nine Thousand, Six Hundred and Twenty-Five dollars and Forty-Two cents **(\$359,625.42)** for each year of this Contract, except as set forth in Sub-section 8.1 - Amendments. The maximum contract sum is, comprised of the Contractor's annual fee of **(\$326,932.20)**, as described in Sub-section 5.2 below and an annual estimate for unanticipated work of **(\$32,693.22)** for as-needed custodial services as authorized in Exhibit A, Statement of Work, Section 9.0, Unanticipated Work.
- 5.2 The Contractor will be paid the monthly contract fee of Twenty-Seven Thousand, Two Hundred and Forty-Four dollars and Thirty-Five cents **(\$27,244.35)**, and shall not exceed Three Hundred Twenty-Six Thousand, Nine Hundred and Thirty-Two dollars and Twenty cents **(\$326,932.20)** for each year of this Contract.

3. Contract Exhibit A, Statement of Work – Attachment I is amended to delete existing Contract Exhibit A, Statement of Work – Attachment I in its entirety and replace it with Contract Exhibit A, Statement of Work – Attachment I-A, which includes the Lennox Library Complex which incorporates the Lennox Library and the Constituent Services Center. Any and all remaining references to Contract Exhibit A, Statement of Work – Attachment I in the Contract, its Table of Contents, any Amendments and its Exhibits shall hereby be replaced by Contract Exhibit A, Statement of Work – Attachment I-A.
4. Contract Exhibit B, Pricing Schedule, is amended to delete the existing individual page of Contract Exhibit B, Pricing Schedule entitled Lennox Library in its entirety and replace it with new Contract Exhibit B1, Pricing Schedule entitled Lennox Library Complex. Any and all remaining references to Contract Exhibit B, Pricing Schedule, in the Contract, its Table of Contents, any Amendments and its Exhibits shall hereby include Contract Exhibits B and B1, Pricing Schedule.
5. Contract Exhibit C, Contractor's Proposed Schedule, is amended to delete Contract Exhibit C, Contractor's Proposed Schedule in its entirety and replace it with Contract Exhibit C1, Contractor's Proposed Schedule, increasing the annual contractor's fee from \$257,878.92 to \$326,932.20. Any and all remaining references to Contract Exhibit C, Contractor's Proposed Schedule, in the Contract, its Table of Contents, any Amendments and its Exhibits shall hereby be replaced by Contract Exhibit C1, Contractor's Proposed Schedule.
6. Contract Exhibit O, Facilities Maintenance Cost, is amended to delete Contract Exhibit O, Facilities Maintenance Cost in its entirety and replace it with Contract Exhibit O1, Facilities Maintenance Cost. Any and all remaining references to Contract Exhibit O, Facilities Maintenance Cost, in the Contract, its Table of Contents, any Amendments and its Exhibits shall hereby be replaced by Contract Exhibit O1, Facilities Maintenance Cost.

7. Section 8.0 Standard Terms and Conditions, is amended to add a new Sub-section as follows:

8.0 STANDARD TERMS AND CONDITIONS

8.55 TIME OFF FOR VOTING

The Contractor shall notify its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code Section 14000). Not less than 10 days before every statewide election, every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

8. **RATIFICATION**

All other terms, conditions, covenants and promises of the Contract not affected by this Amendment Number 1 shall remain in full force and effect and hereby reaffirmed.

9. **EFFECTIVE DATE**

The effective date of this Amendment Number 1 to the Contract shall be on the date this Amendment is executed by the Contractor and the County.

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IN WITNESS WHEREOF, the County and the Contractor have executed this Amendment, as of the day, month, and year first above written.

THE COUNTY OF LOS ANGELES

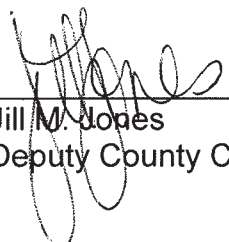

By: _____
Margaret Donnellan Todd
County Librarian

DIAMOND CONTRACT SERVICES, INC.

By: _____ Date _____
Steve Walton
CEO/President

APPROVED AS TO FORM:

John Krattli
County Counsel

By:  _____ Date:  _____
Jill M. Jones
Deputy County Counsel

Attachments: Exhibit A – Statement of Work, Attachment I-A
Exhibit B1 – Pricing Schedule
Exhibit C1 – Contractor's Proposed Schedule
Exhibit O1 – Facilities Maintenance Cost

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS**

CUSTODIAL SERVICES – AREA 4

Library Information

Library Hours

1 Avalon Library

215 Sumner Avenue
Avalon, CA 90704

		Monday	CLOSED
		Tuesday	11:00 A.M. – 7:00 P.M.
		Wednesday	11:00 A.M. – 7:00 P.M.
		Thursday	11:00 A.M. – 7:00 P.M.
		Friday	9:00 A.M. – 5:00 P.M.
		Saturday	9:00 A.M. – 5:00 P.M.
		Sunday	CLOSED
Total Square Feet:	1,256 Sq. Ft.		
Glass:	Sq. Ft.		
Tile:	Sq. Ft.		
Carpet:	Sq. Ft.		
Parking Lot:	Sq. Ft.		
Number of Light Fixtures:			

2 Bell Library

4411 East Gage Ave.
Bell, CA 90201

		Monday	CLOSED
		Tuesday	10:00 A.M. - 8:00 P.M.
		Wednesday	10:00 A.M. - 8:00 P.M.
		Thursday	10:00 A.M. - 8:00 P.M.
		Friday	CLOSED
		Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED
Total Square Feet:	4,863 Sq. Ft.		
Glass:	850 Sq. Ft.		
Tile:	2,142 Sq. Ft.		
Carpet:	2,113 Sq. Ft.		
Parking Lot:	780 Sq. Ft.		
Number of Light Fixtures:	137		

3 Bell Gardens Library

7110 S. Garfield Ave.
Bell Gardens, CA 90201

		Monday	CLOSED
		Tuesday	10:00 A.M. - 8:00 P.M.
		Wednesday	10:00 A.M. - 8:00 P.M.
		Thursday	10:00 A.M. - 8:00 P.M.
		Friday	CLOSED
		Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED
Total Square Feet:	5,119 Sq. Ft.		
Glass:	480 Sq. Ft.		
Tile:	1,800 Sq. Ft.		
Carpet:	3,319 Sq. Ft.		
Parking Lot:	780 Sq. Ft.		
Number of Light Fixtures:	105		

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS**

CUSTODIAL SERVICES – AREA 4

Library Information

Library Hours

4 Culver City Julian Dixon Library

4975 Overland Avenue
Culver City, CA 90230

Total Square Feet:	21,406 Sq. Ft.	Monday	CLOSED
Glass:	3,000 Sq. Ft.	Tuesday	10:00 A.M. - 8:00 P.M.
Tile:	4,725 Sq. Ft.	Wednesday	10:00 A.M. - 8:00 P.M.
Carpet:	16,275 Sq. Ft.	Thursday	10:00 A.M. - 8:00 P.M.
Parking Lot:	6,530 Sq. Ft.	Friday	8:00 A.M. - 6:00 P.M.
Number of Light Fixtures:	325	Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED

5 Florence Library

1610 East Florence Ave.
Los Angeles, CA 90001

Total Square Feet:	5,124 Sq. Ft.	Monday	11:00 A.M. - 7:00 P.M.
Glass:	151 Sq. Ft.	Tuesday	11:00 A.M. - 8:00 P.M.
Tile:	1,920 Sq. Ft.	Wednesday	11:00 A.M. - 8:00 P.M.
Carpet:	2,918 Sq. Ft.	Thursday	11:00 A.M. - 5:00 P.M.
Parking lot:	2,600 Sq. Ft.	Friday	11:00 A.M. - 5:00 P.M.
Number of light fixtures:	80	Saturday	11:00 A.M. - 5:00 P.M.
		Sunday	CLOSED

6 Graham Library

1900 East Firestone Blvd.
Los Angeles, CA 90001

Total Square Feet:	5,125 Sq. Ft.	Monday	11:00 A.M. - 8:00 P.M.
Glass:	200 Sq. Ft.	Tuesday	11:00 A.M. - 8:00 P.M.
Tile:	1,891 Sq. Ft.	Wednesday	11:00 A.M. - 6:00 P.M.
Carpet:	3,233 Sq. Ft.	Thursday	11:00 A.M. - 6:00 P.M.
Parking lot:	2,600 Sq. Ft.	Friday	11:00 A.M. - 5:00 P.M.
Number of light fixtures:	130	Saturday	11:00 A.M. - 5:00 P.M.
		Sunday	CLOSED

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS**

CUSTODIAL SERVICES – AREA 4

Library Information

Library Hours

7 Hawthorne Library

12700 Grevillea Ave.
Hawthorn, CA 90250

Total Square Feet:	16,949 Sq. Ft.	Monday	CLOSED
Glass:	425 Sq. Ft.	Tuesday	10:00 A.M. - 8:00 P.M.
Tile:	4,664 Sq. Ft.	Wednesday	10:00 A.M. - 8:00 P.M.
Carpet:	12,285 Sq. Ft.	Thursday	10:00 A.M. - 8:00 P.M.
Parking Lot:	5,500 Sq. Ft.	Friday	CLOSED
Number of Light Fixtures:	419	Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED

8 Huntington Park Library

6518 Miles Ave.
Huntington Park, CA 90255

Total Square Feet:	33,482 Sq. Ft.	Monday	CLOSED
Glass:	2,000 Sq. Ft.	Tuesday	10:00 A.M. - 8:00 P.M.
Tile:	17,449 Sq. Ft.	Wednesday	10:00 A.M. - 8:00 P.M.
Carpet:	15,913 Sq. Ft.	Thursday	10:00 A.M. - 8:00 P.M.
Parking Lot:	6,500 Sq. Ft.	Friday	CLOSED
Number of Light Fixtures:	2,250	Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED

9 Lloyd Taber-Marina Del Rey Library

4533 Admiralty Way
Marina Del Rey, CA 90292

Total Square Feet:	7,443 Sq. Ft.	Monday	11:00 A.M. - 7:00 P.M.
Glass:	234 Sq. Ft.	Tuesday	11:00 A.M. - 8:00 P.M.
Tile:	1,116 Sq. Ft.	Wednesday	11:00 A.M. - 8:00 P.M.
Carpet:	3,856 Sq. Ft.	Thursday	11:00 A.M. - 8:00 P.M.
Parking lot:	2,600 Sq. Ft.	Friday	12:00 P.M. - 6:00 P.M.
Number of light fixtures:	212	Saturday	10:00 A.M. - 5:00 P.M.
		Sunday	CLOSED

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS**

CUSTODIAL SERVICES – AREA 4

Library Information

Library Hours

10 Lennox Library Complex

4359 Lennox Blvd.

Lennox, CA 90304

Total Square Feet:	15,238 Sq. Ft.
Total Glass:	1,795 Sq. Ft.
Total Tile/VCT:	3,984 Sq. Ft.
Total Carpet:	10,674 Sq. Ft.
Total Number of light fixtures:	269
Total Exterior Concrete for Cleaning:	9,042 Sq. Ft.
Parking lot:	16,301 Sq. Ft.

Library

Square Feet:	10,827 Sq. Ft.
Glass:	947 Sq. Ft.
Tile/VCT:	2,471 Sq. Ft.
Carpet:	7,176 Sq. Ft.
Number of light fixtures:	182
Exterior Concrete for Cleaning:	6,800 Sq. Ft.

Library Hours

Monday	11:00 A.M. - 7:00 P.M.
Tuesday	11:00 A.M. - 7:00 P.M.
Wednesday	11:00 A.M. - 7:00 P.M.
Thursday	11:00 A.M. - 7:00 P.M.
Friday	11:00 A.M. - 6:00 P.M.
Saturday	12:00 P.M. - 5:00 P.M.
Sunday	CLOSED

Constituent Service Center (CSC)

Square Feet:	4,411 Sq. Ft.
Glass:	848 Sq. Ft.
Tile/VCT:	1,513 Sq. Ft.
Carpet:	3,498 Sq. Ft.
Number of light fixtures:	87
Exterior Concrete for Cleaning:	2,242 Sq. Ft.

CSC Hours

Monday	8:00 A.M. - 5:00 P.M.
Tuesday	8:00 A.M. - 5:00 P.M.
Wednesday	8:00 A.M. - 5:00 P.M.
Thursday	8:00 A.M. - 5:00 P.M.
Friday	8:00 A.M. - 5:00 P.M.
Saturday	CLOSED
Sunday	CLOSED

11 Maywood Cesar Chavez Library

4323 East Slauson Avenue

Maywood, CA 90270

Total Square Feet:	3,362 Sq. Ft.
Glass:	426 Sq. Ft.
Tile:	1,332 Sq. Ft.
Carpet:	2,031 Sq. Ft.
Parking Lot:	0 Sq. Ft.
Number of Light Fixtures:	67

Monday	CLOSED
Tuesday	10:00 A.M. - 8:00 P.M.
Wednesday	10:00 A.M. - 8:00 P.M.
Thursday	10:00 A.M. - 8:00 P.M.
Friday	8:00 A.M. - 6:00 P.M.
Saturday	8:00 A.M. - 6:00 P.M.
Sunday	CLOSED

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS**

CUSTODIAL SERVICES – AREA 4

Library Information

Library Hours

12 View Park Library

3854 West 54th Street
Los Angeles, CA 90043

Total Square Feet:	6,983 Sq. Ft.	Monday	11:00 A.M. - 7:00 P.M.
Glass:	509 Sq. Ft.	Tuesday	11:00 A.M. - 7:00 P.M.
Tile:	1,869 Sq. Ft.	Wednesday	11:00 A.M. - 7:00 P.M.
Carpet:	4,431 Sq. Ft.	Thursday	10:00 A.M. - 6:00 P.M.
Parking lot:	2,340 Sq. Ft.	Friday	10:00 A.M. - 5:00 P.M.
Number of light fixtures:	173	Saturday	10:00 A.M. - 5:00 P.M.
		Sunday	CLOSED

13 Wiseburn Library

5335 West 135th Street
Hawthorne, CA 90250

Total Square Feet:	5,000 Sq. Ft.	Monday	CLOSED
Glass:	508 Sq. Ft.	Tuesday	10:00 A.M. - 8:00 P.M.
Tile:	1,026 Sq. Ft.	Wednesday	10:00 A.M. - 8:00 P.M.
Carpet:	3,974 Sq. Ft.	Thursday	10:00 A.M. - 8:00 P.M.
Parking Lot:	650 Sq. Ft.	Friday	CLOSED
Number of Light Fixtures:	122	Saturday	8:00 A.M. - 6:00 P.M.
		Sunday	CLOSED

14 Woodcrest Library

1340 West 106th Street
Los Angeles, CA 90044

Total Square Feet:	7,254 Sq. Ft.	Monday	10:00 A.M. - 6:00 P.M.
Glass:	2,790 Sq. Ft.	Tuesday	10:00 A.M. - 6:00 P.M.
Tile:	480 Sq. Ft.	Wednesday	10:00 A.M. - 6:00 P.M.
Carpet:	6,775 Sq. Ft.	Thursday	10:00 A.M. - 6:00 P.M.
Parking lot:	3,900 Sq. Ft.	Friday	10:00 A.M. - 6:00 P.M.
Number of light fixtures:	201	Saturday	10:00 A.M. - 5:00 P.M.
		Sunday	CLOSED

**COUNTY OF LOS ANGELES PUBLIC LIBRARY
SERVICE LOCATIONS AND HOURS****CUSTODIAL SERVICES – AREA 4****Library Information****Library Hours****15 Holly Park – Information Systems**

2150 West 120th Street
Hawthorne, CA 90250

Total Square Feet:	7,776 Sq. Ft.	Monday	7:00 A.M. - 6:00 P.M.
Glass:	686 Sq. Ft.	Tuesday	7:00 A.M. - 6:00 P.M.
Tile:	1,639 Sq. Ft.	Wednesday	7:00 A.M. - 6:00 P.M.
Carpet:	4,309 Sq. Ft.	Thursday	7:00 A.M. - 6:00 P.M.
Parking Lot:	2,478 Sq. Ft.	Friday	CLOSED
Number of Light Fixtures:	115	Saturday	CLOSED
		Sunday	CLOSED

PRICING SCHEDULE

Copy this form and submit one for each facility listed in the Statement of Work Attachment 1-A.

Library name: Lennox

Hours of service at this library:

	# of Assigned Employees	Hourly Wage	# of Hours per Week	# Hours per Month
Supervisor:	<u>1</u>	<u>\$16.00</u>	<u>5.56</u>	<u>24.20</u>
Working supervisor:				
Custodian:	<u>1</u>	<u>\$11.84</u>	<u>71.00</u>	<u>308.85</u>
Floor care worker:	<u>2</u>	<u>\$13.00</u>	<u>1.58</u>	<u>6.88</u>

Additional/Specialty staff other than assigned staff:
(Major Cleaning employees, window care employees, etc.)

Position/Title	Hourly Wage	Hours per month Service at this Library
<u>Window/Light Cleaner</u>	<u>\$13.00</u>	<u>1.50</u>
<u>Miscellaneous Periodicals</u>	<u>\$11.84</u>	<u>19.47</u>

Additional/Specialty staff other than assigned staff:

<u>Service</u>	<u>Cost per Request</u>	<u>Service</u>	<u>Cost per Request</u>
Strip/Wax Floor	<u>0.27/sq. ft. (\$250 minimum)</u>	Window Cleaning	<u>\$37.50 per hour (\$150 minimum)</u> Sofa - \$75.00 ea.
Carpet Shampoo/ Extraction	<u>0.15/sq. ft. (\$250 minimum)</u>	Polish/Clean/ Shampoo Furniture	<u>Loveseat - \$50.00 ea</u> <u>Upholstered Chair - \$15.00 ea</u>
Light Fixtures	<u>\$25 per hour</u>	Ceiling & Air Vents	<u>\$37.50 per hour</u>
Panel/Wall Shampoo	<u>\$37.50 per hour (\$250 minimum)</u>	Power Washing	<u>\$37.50 per hour (\$150 minimum)</u>
		BBP Mitigation	<u>\$35 per hour (4 hour minimum)</u>

Flat Daily Rate:

Flat daily rate to be added or deducted to the annual fee when increasing or reducing days of service at this library.

\$262.14 per day*

* This is an average combined daily rate, based upon 6 day/week service. There are other factors involved, including varying staffing levels each day at both the library and County Office facilities.

CONTRACTOR'S PROPOSED SCHEDULE

Page 1 of 2

HONORABLE BOARD OF SUPERVISORS
 County of Los Angeles
 383 Kenneth Hahn Hall of Administration
 500 West Temple Street
 Los Angeles, California 90012

Dear Supervisors:

The undersigned offers to provide all labor and supplies necessary for custodial services at the County of Los Angeles Public Library Custodial Services - Area 4 as identified in the attached specifications.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be computed under the formula provided therein based upon the hereinafter proposal price. I agree that if my proposal is accepted by the County Board of Supervisors, I will commence Public Library services on 15 days notice.

I agree to provide the specified services at County of Los Angeles Public Library in accordance with the attached specifications for the following submitted compensation which shall apply to weekday, weekend, holiday, overtime, and extra personnel coverage.

STANDARD SERVICE PROPOSALS
 (AFTER LIBRARY HOURS CLEANING)

MONTHLY FEE FOR EACH OF THE TWELVE (12) MONTHS PER CONTRACT YEAR (same amount for each month)

\$27,244.35 _____ per month
 (use figures)

twenty seven thousand, two hundred forty four, and 35/100 dollars
 (write out figure in full) _____

ANNUAL FEE FOR EACH OF THE FOUR (4) CONTRACT YEARS (same amount for each year)

\$326,932.20 _____ per year
 (use figures)

three hundred twenty six thousand, nine hundred thirty two, and 20/100 dollars
 (write out figure in full) _____

MAKE UP OF STAFF ASSIGNED TO SERVICE LIBRARIES IN THIS RFP:**FULL TIME EMPLOYEES:**

Number of Supervisors: _____ 1 Hourly Wage: _____ \$ 16.00

Number of Working Supervisors: _____ Hourly Wage: _____

Number of Custodians: _____ 8 Hourly Wage: _____ \$ 11.97

Number of Floor Care Technicians: _____ 2 Hourly Wage: _____ \$ 13.00

NON-FULL-TIME EMPLOYEES (Major Cleaning Employees/Specialty Employees/As Needed Services Employees, etc.)

Number of Major Cleaning Employees: _____ 2 Hourly Wage: _____ \$ 11.97

Number of Window Care Technicians: _____ 1 Hourly Wage: _____ \$ 13.00

FLAT "CALL BACK" RATE: _____ \$ 30.00 per hour

FLAT "AS NEEDED SERVICE" RATES: See *Exhibit 11 - Pricing Schedule* of each facility (Library).

Respectfully submitted,

Diamond Contract Services

Firm or Corporate Name

BY

Steve Walton, President/CEO

Los Angeles, California

Date: 3/10/2014

Address: 2249 North Hollywood Way

City: Burbank, CA 91505

Phone: (818) 565-3554

List name(s) of all joint venturers, partners, subcontractors or others having any right or interest in this contract or the proceeds thereof.

EXHIBIT O1**CONTRACT NO. 77906
CUSTODIAL SERVICES - AREA 4****FACILITIES MAINTENANCE COST**

Library Facility	Annual Amount	Monthly Amount
Avalon	\$ 15,762.24	\$ 1,313.52
Bell	\$ 10,329.48	\$ 860.79
Bell Gardens	\$ 9,075.36	\$ 756.28
Culver City Julian Dixon	\$ 37,212.60	\$ 3,101.05
Florence	\$ 12,265.56	\$ 1,022.13
Graham	\$ 14,567.76	\$ 1,213.98
Hawthorne	\$ 23,504.04	\$ 1,958.67
Holly Park	\$ 6,945.60	\$ 578.80
Huntington Park	\$ 51,432.00	\$ 4,286.00
Lennox	\$ 82,101.00	\$ 6,841.75
Marina Del Rey	\$ 18,095.76	\$ 1,507.98
Maywood	\$ 7,258.44	\$ 604.87
View Park	\$ 16,567.92	\$ 1,380.66
Wiseburn	\$ 8,396.40	\$ 699.70
Woodcrest	\$ 13,418.04	\$ 1,118.17
Total	\$ 326,932.20	\$ 27,244.35